

EL RANCHO UNIFIED SCHOOL DISTRICT
Regular Meeting of the Board of Education
Conducting the District's Business in Public

Pico Rivera City Hall
6615 Passons Boulevard
Pico Rivera, CA 90660

November 14, 2013
Closed Session – 6:30 p.m.
Open Session – 7:30 p.m.

MINUTES OF BOARD ACTIONS

1. CALL TO ORDER

The meeting was called to order by Delia Alvidrez, President, at 6:30 p.m.

1.1 ROLL CALL – Members of the Board of Education

Delia Alvidrez, President
Rita Jo Ramirez, Vice President
Rachel Canchola, Clerk
Alfred Renteria, Jr., Member
Dr. Joseph Rivera, Member

1.2 ROLL CALL – Members of the Administrative Cabinet

Martin Galindo, Superintendent
Roxane Fuentes, Assistant Superintendent, Educational Services
Mark Matthews, Director, Human Resources
Larry Brunson, Director, Student Services
Leticia Covarrubias, Chief Business Officer, Business Services

2. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

None

3. ADJOURN TO CLOSED SESSION – 6:32 p.m.

4. CLOSED SESSION

Closed Session is conducted in accordance with applicable sections of California law. Closed Sessions are not open to the public. If additional time is required, the Board will reconvene Closed Session at the end of the regular meeting.

4.1 Student Discipline (Pursuant to Education Code § 35146; § 48918 (c))
Student Nos. 3-2013/2014 through 5-2013/2014

4. CLOSED SESSION

- 4.2** Conference with Labor Negotiators (Pursuant to subdivision (a) of Government Code § 54957.6) Agency Designated Representative: Mark Matthews, Director, Human Resources
Employee Organizations: ERFT/CSEA/ERASA/Other Unrepresented Employees

5. RECONVENE IN OPEN SESSION – 7:40 p.m.

5.1 PLEDGE OF ALLEGIANCE

RECORDER Sandy Watkins
INTERPRETER Herlinda Acevedo
VISITORS Register No. 6-2013/2014

6. ADOPTION OF AGENDA

Recommendation is made that the Agenda be adopted as submitted.

Motion: Renteria Second: Ramirez Vote: 5-0 PASSED

7. PUBLIC ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION

- A. Approved Student Expulsion: Student #3-2013/2014

Motion: Rivera Second: Ramirez Vote: 5-0 PASSED

- B. Approved Student Expulsion: Student #4-2013/2014

Motion: Canchola Second: Renteria Vote: 5-0 PASSED

- C. Approved Student Expulsion: Student #5-2013/2014

Motion: Renteria Second: Canchola Vote: 5-0 PASSED

8. STUDENT REPORTS

- 8.1** ASB President, El Rancho High School, Sydney Woo

- 8.2** ASB Spokesperson, Salazar High School, Aubriana Flores

9. AWARDS AND RECOGNITIONS

This is the time on the agenda when the Board recognizes personnel, school(s), and/or District programs.

- 9.1** Birney Elementary School Presentation
Kendall Goyenaga, Principal

- 9.2** Recognition of Students Receiving Perfect Score on STAR Exam

BREAK: 8:30 – 8:43 p.m. *A presentation and reception were held in honor and recognition of Rita Jo Ramirez and Dr. Joseph Rivera for their years of service to the El Rancho Unified School District Board of Education.*

10. PUBLIC COMMENTS – (Blue speaker’s card)

Public Comments is the time when members of the audience may address the Board. Please be aware that Government Code 54954.2 prohibits the Board from taking action at this meeting if the item does not already appear on the posted agenda. In the interest of time, your remarks will be limited to three (3) minutes. We ask that you confine your comments to new ideas to avoid repeating what has already been said. Comments on the same topic will be limited to a maximum of fifteen (15) minutes. Please do not refer to students, employees, parents, or other individuals in a derogatory or potentially offensive manner.

- Esther Celiz thanked Rita Jo Ramirez for her service to the District and for her support of CSEA throughout the years.
- Louis Salcido questioned why the public comments are limited to three minutes per person. He thanked the Board and administration for letting the public know how District funds are spent. He asked when special education students will be brought back to ERUSD and whether or not the District has considered renting facilities to the public on weekends. Mr. Salcido requested that Salazar High students be allowed to participate in Teen Court and that students with a C grade point average be eligible to receive scholarships.
- Rico Tamayo thanked Rita Jo Ramirez and Dr. Joseph Rivera for their hard work and service to the District, staff and students.

11. INFORMATION ITEMS

Information items are included on the agenda to provide information on a wide range of matters of interest to the Board of Education. These information items may require Board action at a later date.

11.1 Local Control Funding Formula and Common Core Expenditure Plan Presentation by Leticia Covarrubias, Chief Business Officer

12. BOARD OF EDUCATION ANNOUNCEMENTS AND ACKNOWLEDGEMENTS

Board Members have the opportunity to report and discuss information regarding conference attendance, committee updates, and other District-related activities/observations.

- Rita Jo Ramirez thanked ERFT, ERASA, CSEA and her family for their support throughout the years as she served on the Board. She is continuing to work with ROP on bringing the automotive technology class back to ERHS and looks forward to seeing the culinary arts classroom completed. Ms. Ramirez wished everyone a Happy Thanksgiving.

12. BOARD OF EDUCATION ANNOUNCEMENTS AND ACKNOWLEDGEMENTS

- Alfred Renteria congratulated Rachel Canchola, Dr. Aurora Villon and Jose Lara on their election to the Board. He extended an invitation to attend North Ranchito Elementary's Harvest Festival on Friday, November 15.
- Dr. Joseph Rivera expressed his gratitude for the opportunity to serve on the Board and extended his congratulations to Rachel Canchola, Dr. Aurora Villon and Jose Lara on their election. He requested that the meeting be adjourned in memory of teacher, Joe Gatto, who recently passed away.
- Rachel Canchola thanked Dr. Rivera and Ms. Ramirez for their service to the District. She inquired about the status of the plan to address overcrowding in physical education classes at the middle schools. She commented that through the years it has been brought to her attention that the business department has not tracked monies spent for contractors, consultants, etc. and that the District has been overpaying on certain contracts.
- Delia Alvidrez thanked Dr. Rivera for his mentorship and friendship and wished Mrs. Ramirez well in her retirement from the Board. She acknowledged the great things that are happening in the District.

13. SUPERINTENDENT'S REPORT

The Superintendent reports to the Board of Education on relevant educational issues, participation in, and attendance at seminars, conferences, and District activities.

- Martin Galindo acknowledged student academic and extracurricular accomplishments that have occurred over the last month. He complimented the learning environments and teacher collaboration that are occurring within the district. Mr. Galindo addressed Board Member Canchola's comment about the District overpaying on contracts – he assured the Board that all expenditures will be brought forth for Board approval. Mr. Galindo thanked the individuals who wrote articles for the current issue of *Highlights*.

Mr. Galindo invited Mark Matthews to present information related to class sizes and safety issues in the physical education classes at the middle schools. Mr. Matthews provided a comparison of enrollment numbers for all PE teachers by period as well as a plan to alleviate the safety issues at North Park and Rivera middle schools.

The Board gave direction to the Superintendent and administration to move forward with hiring four (4) Instructional Aide III positions to be placed at the middle schools.

14. CONSENT AGENDA

All matters listed under the Consent Agenda are those on which the Board has previously deliberated or that can be classified as routine items of business. There will be no separate discussion of these items prior to the time the Board of Education votes on the motion unless members of the Board, staff, or public request specific items to be discussed or pulled from the Consent items (per Bylaws of the Board 9322). It is understood that the Administration recommends approval on all Consent Items. Each Item on the Consent Agenda approved by the Board of Education shall be deemed to have been considered in full and adopted as recommended.

The Board President will call for a motion and a second to open Board discussion on the Consent Agenda. Consent Items are voted on by a single motion. Board Members or the Superintendent may withdraw items for further discussion and separate action.

Motion: Renteria

Second: Rivera

14.1 SUPERINTENDENT'S OFFICE

- A. Approved the Minutes of the Board of Education's Regular Meeting held October 10, 2013.
- B. Amended Board Item No. 12.1 C, approved August 8, 2013 for attendance of Board Members, administration, and staff to any meeting or conference scheduled by the associations during the 2013/2014 fiscal year, in accordance with Board Policy 4133, with cash advances and necessary expenses payable from budgeted General Funds, Cafeteria Funds, and other restricted funds as appropriate.
- C. Approved *as amended* attendance for two (2) certificated staff members and one (1) classified staff member to the 12th annual Tech Forum California: Insight and Innovation for Technology Leaders event on January 17, 2014 in Long Beach, CA. Total expenditure of ~~\$390.00~~ **\$585.00** for registration is payable from District General Funds and Burke Middle and El Rancho High LCFF Funds.
- D. Approved/Ratified consultant agreement between El Rancho Unified School District and California Consulting, LLC, A California Limited Liability Company, to provide grant writing services. Agreement shall be effective November 1, 2013 on a month to month basis. Total expenditure of \$4,000.00 per month is payable from General Funds.
- E. Approved contract agreement for services with Pivot Learning Partners for executive coaching services effective December 1, 2013 through June 30, 2014. Total cost of \$23,700.00 is payable from Centralized Title II Funds in accordance with the terms and conditions of the agreement.

14.2 DIVISION OF STUDENT SERVICES

- A. Approved attendance to the Transition Alliance: Build a Bridge to the Future Conference, presented by the *California Transition Alliance* and the California Department of Education, to be held on December 2-4, 2013, in San Diego, CA. One (1) certificated Administrator and one (1) certificated Vocational Counselor will attend. Total estimated expenditure of \$1,521.48 will be at no cost to the District; it will be paid by CalSTAT through the Whittier Union High School District's Career Connection Department.
- B. Approved the Memorandum of Understanding between the El Rancho Unified School District and the *Los Angeles County Office of the District Attorney* for the implementation of the Abolish Chronic Truancy (A.C.T.) program at Birney, Durfee, Magee, North Ranchito, Rio Vista, Rivera, South Ranchito, and Valencia Elementary Schools. Services provided will be at no cost to the District.
- C. Approved the Memorandum of Understanding between the El Rancho Unified School District and the *Mexican American Opportunity Foundation (MAOF)* for the implementation of the MAOF Workforce Investment Act (WIA) during the 2013/2014 school year. Services provided will be at no cost to the District.
- D. Approved/Ratified Individual Service Tuition Agreement between El Rancho Unified School District and *The Almansor Center*. An El Rancho Unified School District student is to attend this school from July 1, 2013 to August 31, 2013 in accordance with Public Law 108-446 IDEA; Education Code Sections 56035, 56365-56366 and 56740. Total expenditure not to exceed \$8,000.00 is payable through the Federal and State Special Education Funds.
- ~~E. *Withdrawn for discussion and action under Item 16.2* Approved/Ratified Individual Service Tuition Agreements between El Rancho Unified School District and *Spectrum Center Inc.* El Rancho Unified School District students are to attend this school from August 28, 2013 to June 30, 2014 in accordance with Public Law 108 446 IDEA; Education Code Sections 56035, 56365-56366 and 56740. Total expenditure not to exceed \$72,000.00 is payable through the Federal and State Special Education Funds.~~
- F. Approved first reading of *revised* Board Policy and Administrative Regulation 3515, Business and Non-Instructional Operations, School Safety and Security.

14.3 DIVISION OF EDUCATIONAL SERVICES

- A. Approved attendance for thirteen (13) certificated staff members from El Rancho High School to the UCLA Writing Project – With Different Eyes Conference at UCLA on November 16, 2013. Total expenditure of \$975.00 is payable from El Rancho High School EIA/LEP Funds.
- B. Approved attendance for two (2) certificated staff members from El Rancho High School to the UCLA History-Geography Project – Reading and Writing in the Secondary History Classroom – A Common Core Workshop in Culver City on December 7, 2013. Total expenditure of \$200.00 is payable from El Rancho High School LCFE Funds.
- C. Approved attendance for one (1) administrator from St. Marianne School to the Mind Streams Leadership Conference for Educational Leaders at the Newport Beach Marriott Hotel from November 20-22, 2013. Total expenditure of \$745.00 is payable from St. Marianne Title II Funds.
- D. Approved participation for 45 students from the El Rancho High School boys' JV/varsity basketball teams, three (3) certificated staff members, and two (2) walk-on coaches in a sleepover/team bonding event in the El Rancho High School Raul P. Salcido Gymnasium from 8:00 p.m. on Saturday, November 16, 2013 through 8:00 a.m. on Sunday, November 17, 2013. There is no cost to the District.
- E. Approved amendment to Board Item No. 15.3 F, approved October 10, 2013, to adjust the total expenditure amount for agreements with 45 Supplemental Educational Service (SES) providers for schools in Program Improvement Years 2-5 under the No Child Left Behind Act of 2001, effective October 10, 2013 through April 30, 2014. Providers are not to exceed \$895.17 per eligible student receiving services (per pupil rate provided by the California Department of Education as of July 26, 2013). Total expenditure not to exceed ~~\$330,586.65~~ \$439,282.20 is payable from District Title I Set Aside Funds.
- F. Approved/Ratified Los Angeles County Office of Education Contract for Participation in a Program of Outdoor Science, Science and Conservation Education 2013-2014, Contract No. C-14010:13:14, effective September 1, 2013 through June 30, 2014.
- G. Approved participant agreement with Colvard Learning Systems (i.e. Pup's Quest for Phonics) to assist the Early Learning Program with phonics instruction during the 2013-2014 school year, effective November 15, 2013 through June 5, 2014. Total expenditure of \$2,075.00 is payable from State Preschool Funds.

14.4 DIVISION OF BUSINESS SERVICES

- A. Approved/Ratified Business Services reports for the month of October 2013.
- B. Approved Budget Revisions.
- C. Approved final payment of \$21,787.91 to AAA Solar Electric and accept District Cabling Project as complete. Total project payable from Measure "EE" General Obligation Bond Funds.
- D. Approved final payment of \$3,637.20 to AJ Fistes, Inc. and accept the El Rancho Unified School District's Exterior Painting and Wrought Iron Fence Painting Project, Bid No. 630 as complete. Total contract cost payable from Measure "A" General Obligation Bond Funds.
- E. Approved final payment of \$24,875.00 to Best Contracting Services, Inc. and accept the El Rancho Unified School District Roofing Project, Bid No. 629 as complete. Total contract cost payable from Measure "A" General Obligation Bond Funds.
- F. Approved final payment of \$3,205.12 to Unlimited Environmental Incorporated, and accept the El Rancho Unified School District Asbestos Removal and Mechanical Demolition Project, Bid No. 631 as complete. Total contract cost payable from Measure "A" General Obligation Bond Funds.
- G. ~~PULLED Approve appointment of new member to serve on the Citizens' Bond Oversight Committee. Appointment shall be effective November 15, 2013 for the remainder of the current term which expires in February 2015.~~
- H. Approved/Ratified acceptance of donated surplus playground engineered wood fiber from the City of Pico Rivera.
- I. Approved acceptance of proposal from Christofi Architects Inc. for additional services relating to the El Rancho High School Culinary Arts Classroom project. Total fee for additional services is \$6,000.00 payable from Measure "A" General Obligation Bond Funds.
- J. Approved acceptance of proposal and enter into a service agreement with American Fidelity Administrative Services, LLC to provide an Affordable Care Act, Workforce and Impact Study. Total cost not to exceed \$20,000.00 payable from General Funds.

14.5 DIVISION OF HUMAN RESOURCES

- A. Approved/Ratified Memorandum of Understanding between the El Rancho Federation of Teachers (ERFT) and the El Rancho Unified School District concerning the restoration of furlough days.
- B. Approved/Ratified Memorandum of Understanding between the El Rancho Administrators & Supervisors Association (ERASA) and the El Rancho Unified School District concerning the restoration of furlough days.
- C. Approved/Ratified Memorandum of Understanding between the California School Employees Association (CSEA) and the El Rancho Unified School District concerning the restoration of furlough days.
- D. Approved/Ratified the revised Memorandum of Understanding between the El Rancho Federation of Teachers (ERFT) and the El Rancho Unified School District (ERUSD) concerning Kindergarten classes and programs.
- E. Approved/Ratified Adoption of Resolution No. 16-2013/2014 authorizing nine Multiple Subject Credentialed teachers to teach in intermediate departmentalized classes per Ed. Code 44256(b).
- F. Approved consultant agreement with Dr. Albert Jones for the provision of consulting services to beginning and veteran teachers from November 2013 to June 2014. To be paid in two installments of \$1,750.00 on or before January 30, 2013 and \$1,750.00 on or before June 30, 2014.
- G. Approved Certificated Personnel Register No. 5-2013/2014
 - 1. Authorization & Ratification of Employment:
 - a. Teachers from the Recall List (4)
 - Funding Source: District General Funds
 - Justification: In order to ensure continued instruction, positions needed to be filled as soon as they became available.
 - Total Expenditure: \$250,367.77
 - Eff: 10/15/13
 - Medina, Claudia - Magee Elementary
 - Eff: 11/1/13
 - Vasquez, Hilda – Durfee Elementary
 - Yannarell, Lorin – Rivera Middle
 - Eff: 10/28/13
 - Muller, Michael – El Rancho High School

14.5 DIVISION OF HUMAN RESOURCES

- b. Special Education Teachers – Probationary (2) – EREC
Funding Source: Federal and State Special Education Funds
Justification: Due to staffing changes in the program, two teachers needed to be hired to provide services to students before the date of the board meeting.
Total Expenditure: \$107,239.24
Eff: 10/22/13
Loh-Rios, Tiffany
Ramos, Araceli
- c. Mental Health Counselor - Temporary (1) – Student Services
Funding Source: Safe Schools/Healthy Students Grant
Total Expenditure: \$55,403 - \$71,110
Eff: 11/18/13
Palencia, Hector
- d. Teacher - Probationary (1) – El Rancho High School
Funding Source: District General Funds
Justification: This assignment needed to commence immediately due to the needs of the students.
Total Expenditure: \$53,991.50
Eff: 10/22/13
Brizuela, Jose
- e. Amend School Psychologist – ~~Temporary~~ Probationary (1) – Student Services
Funding Source: Federal and State Special Education Funds
Total Expenditure: \$83,786.00 - \$94,572.00
Eff: 10/11/13
Reyes, Andrea
- f. Substitute Psychologist (1) – Student Services
Funding Source: Federal and State Special Education Funds
Justification: Ratification is necessary because the employee was needed to provide IEP mandated services to students before the Board meeting was held.
Total Expenditure: \$2,618.31
Eff: 10/3/13 – 10/10/13
Reyes, Andrea
- g. Substitute Psychologist (1) – Student Services
Funding Source: Federal and State Special Education Funds
Justification: Ratification is necessary because the employee was needed to provide IEP mandated services to students before the Board meeting was held.
Total Expenditure: \$436.79/per diem
Eff: 10/30/13
Gibson, Gloria J.

14.5 DIVISION OF HUMAN RESOURCES

- h. Substitute Teachers (8) - Districtwide
Funding Source: District General Funds
Justification: Ratification is necessary in order to ensure coverage for all substitute requests.
Total Expenditure: \$148.98/per diem
Eff: 10/17/13
Acevedo, Dean
Gonzalez, Alex
Ladd, Marla Gale
Lujan, Lynelle
Mendoza, Francis Xavier
Muo, Rose
Nabhani, Reema
Eff: 11/4/13
Paez, Michael
- i. Long Term Substitute Teacher (1) – Rivera Middle School
Funding Source: District General Funds
Justification: Ratification is necessary due to delay in appointment of regular teacher.
Total Expenditure: \$299.59/per diem
Eff: 9/20/13
Yannarell, Lorin M.
- j. Long Term Substitute Teacher (1) – North Ranchito Elementary
Funding Source: District General Funds
Justification: The need for opening an additional kindergarten class had not been identified before the commencement of the 2013-2014 school year.
Total Expenditure: \$266.74/per diem
Eff: 9/25/13
Quirarte, Mabiela
- k. Long Term Substitute Teacher (1) – El Rancho High School
Funding Source: District General Funds
Justification: Long-term assignment became effective after the October Board meeting, therefore, ratification is necessary.
Total Expenditure: \$266.74/per diem
Eff: 10/28/13
Amezcu, Cynthia
- l. Long Term Substitute Teacher (1) – Valencia Elementary
Funding Source: District General Funds
Justification: Notification of maternity leave was not received on time for the October Board Meeting; therefore, ratification is necessary.
Total Expenditure: \$266.74/per diem
Eff: 10/28/13
Velazquez, Nancy

14.5 DIVISION OF HUMAN RESOURCES

2. Authorization & Ratification of Extra-Duty, Extra-Pay Assignments for the 2013-2014 school year:

HUMAN RESOURCES:

a. Supplemental Pay Assignment

Certificated Staff (1) – El Rancho High

Funding Source: ASB General Funds

Total Expenditure: \$515.70

Eff: 11/15/13 – 12/30/14

Staff

Assignment

Chapman, Mary

Powder Puff Advisor

b. Supplemental Pay Assignment

Certificated Staff (4) – El Rancho High

Funding Source: District General Funds

Total Expenditure: \$14,936.96

Eff: 11/26/13 – 3/14/14

Staff

Assignment

Elliott, Ray

Varsity Head, Boys' Basketball

May, Casey

Varsity Head, Wrestling

Shigezane, Randy

Varsity Head, Girls Basketball

Wynn, Tyrell

Varsity Asst., Wrestling

c. Supplemental Pay Assignment

Certificated Staff (15) – El Rancho High

Funding Source: District General Funds

Total Expenditure: \$27,552.13

Eff: 11/30/13 – 6/5/14

Staff

Assignment

Diaz, Daniel

U.S. History

Francis, Steve

Calculus A&B

Francis, Steve

Calculus B&C

Katsumura, Claire

Biology

Leonardi, Marcello

Environ. Science

Llanes, Frank

Spanish Literature

Llanes, Frank

Spanish Language

Lugo, Shirley

Spanish Language

Melgar, Carlos

Statistics

Meza, Benjamin

Poli. Science/Govt.

Oase, Kristin

European History

Ortiz, Herb

A.P. Coordinator

Quereshi, Parvin

U.S. History

Ramirez, Ricardo

Spanish Language

Rojas, James

Psychology

Sorenson, Jim

English Language

Wlasick, Stan

English Literature

14.5 DIVISION OF HUMAN RESOURCES

STUDENT SERVICES:

d. Stipend Assignment

Certificated Staff (2) – Student Services

Funding Source: Federal and State Special Education Funds

Justification: Ratification is necessary because the MOU was not signed until October 9, 2013.

Total Expenditure: \$7,441.15

Eff: 8/19/13 – 6/30/14

Brandt, Paul

Leos, Mia

e. Stipend Assignment

Certificated Staff (1) – Student Services

Funding Source: Medi-Cal Reimbursement Account

Justification: Ratification is necessary to ensure payment of the stipend.

Total Expenditure: \$10,314.00

Eff: 7/1/13 – 6/30/14

Murrillo, Hipolito

f. Stipend Assignment

Certificated Staff (1) – Student Services

Funding Source: Federal and State Special Education Funds

Justification: Ratification is necessary to ensure payment of the stipend.

Total Expenditure: \$8,095.00

Eff: 9/1/13 – 6/30/14

Mendoza, Sylvia

g. Extra-Duty, Extra-Pay Assignment

Certificated Staff (4) – El Rancho Education Center

Funding Source: Learning Center Account

Justification: This item was previously submitted for approval to the October Board with an incorrect amount of total hours and was subsequently withdrawn. The item has been corrected and is being submitted after the program commencement date.

Total Expenditure: \$21,178.08

Eff: 10/15/13 – 6/30/14

Baca, Guadalupe

Casillas, Lupita

Leos, Mia

Palomino, Jennifer

14.5 DIVISION OF HUMAN RESOURCES

h. Amend Extra-Duty, Extra-Pay Assignment

Certificated Staff (55) – Student Services

Funding Source: Independent Study/Home Teaching Program
Account

Total Expenditure: \$125,343.75

Eff: 8/21/13 – 6/5/14

Alcaraz, Tania	Aguirre, Rachel
Alonso, Janet	Arrata, Diana
Baleskie, Teresa	Bernal, Sofia
Bielejeski, Kimberly	Brandt, Paul
Bronson, Christopher	Carreon, Lilia
Chita-Williams, Roxanee	Cordova, Syvlya
Cunningham, Sean	Farris, April
Flores, Veronica	Fodor, Kaylyn
Iturrino, Christine	Lam, Dawn
Galarza, Carlos	Gallegos, Dolores
Gonzalez, Bernadette	Jose, Melinda
Kaszycki, William	Kerr, Megan
Knapp, Dean	Leal, April
Leos, Mia	Lincoln, Thea
Lopez, Gabriel	Lopez-Cadena, Erin
Mackay, Renee	Madera Arriola, Delia
Marquez, Lena	Martinez, Isela
Mattingly, Lisa	Mendoza, Steven
Miranda, April	Paolucci, Gina
Perez, Lavelle	Pizana, Socorro
Rojo, Gabriela	Rivas, Oscar
Salcido, Paula	Salway, Stacy
Shepherd, Maisha	Sierra, Ronald
Stinson, Sharon	Torres, Lourdes
Esquivel-Torres, Tammy	Vega, Paulina
Walker, Brian	Walker, Earnestine
Webster, Sally	Wing, James
Zeko, Paul	

i. Amend Extra-Duty, Extra-Pay Assignment

Certificated Staff (14) – Various Sites

Funding Source: Safe Schools/Healthy Students Grant

Total Expenditure: \$44,694.00

Eff: 8/21/13 – 6/5/14

<u>Staff</u>	<u>School</u>
Alonso, Janet	Rio Vista
Davila, Tracy	Durfee
Garcia, Alma	Burke
Hernandez, Jose	South Ranchito

14.5 DIVISION OF HUMAN RESOURCES

Herrera-Novelo, Carolyn	Rivera Elementary
Katsumura Stubendorff, Claire	El Rancho High
Inequez,-Kemp, Kenia	El Rancho High
Maley, Lorena Arellano	Birney
Rosales, Alejandra	El Rancho High
Stinson, Sharon	Valencia
Salcido, Paula	North Ranchito
Shibata, Valentina	Salazar
Silva, Dona	Magee
Tanilieu, Maritel	North Park
Valenzuela, Aracely	Rivera Middle

EDUCATIONAL SERVICES:

- j. Extra-Duty, Extra-Pay Assignment
Certificated Teacher (1) – Birney Elementary
Funding Source: LCFF (70%) and EIA/SCE (30%) Funds
Total Expenditure: \$1,203.30
Eff: 11/15/13 – 6/5/14, not to exceed 30 hours
Rosales, Cindy
- k. Extra-Duty, Extra-Pay Assignment
Certificated Teachers (2) – Burke Middle
Funding Source: Title I Funds
Total Expenditure: \$1,604.40
Eff: 11/15/13 – 6/5/14, not to exceed 40 hours total
Ammerman, John
Jose, Melinda
- l. Extra-Duty, Extra-Pay Assignment
Certificated Teacher (1) – Burke Middle
Funding Source: LCFF Funds
Total Expenditure: \$1,604.40
Eff: 11/15/13 – 6/5/14, not to exceed 40 hours
Ormseth, Tor
- m. Extra-Duty, Extra-Pay Assignment
Certificated Teachers (18), Administrators (2) – Burke Middle School
Funding Source: Title I Funds
Justification: After review of the revised budget, it was determined that the tutoring program could begin earlier than originally planned.
Total Expenditure: \$12,601.65
Eff: 10/19/13 – 5/12/14, not to exceed a total of 120 hours for teachers and 60 hours for administrators
Teachers:
Ammerman, John
Chavez, Christine
Fielder, Reginald
Fierro, Ed

14.5 DIVISION OF HUMAN RESOURCES

Garcia, Nadia
Hopkins, Jennifer
Jose, Melinda
Mak, Barry
Martin, Elbia
Morales, Crystal
O'Dell, Laura
Ormseth, Tor
Pardee, Summer
Ramirez, Josefina
Rapisarda, Barbara
Rodriguez, Dianne
Sanchez, Matthew
Vela-Amaya, Sylvia
(Four teachers per Saturday, on an alternating basis)

Administrators:

Tristan, Edna
Vargas, Elias

n. Amend Extra-Duty, Extra-Pay Assignment

Certificated Teachers ~~(31)~~ (32) – Rivera Middle

Funding Source: Title I Funds

Total Expenditure: \$23,664.90

Eff: 9/24/13 – 5/8/14, not to exceed 590 hours total

Aguilar, David
Baca, Guadalupe
Baltazar, Edward
Barajas, Alice
Barrios, Justin
Cordes, Lisa
Cordova, Sylvya
Covarrubias, Cesar
Flanagan, Sandra
Flores, Margaret
French, David
Gomez, Grace
Gonzalez, Rebecca
Heredia, Claudio
Larios, Andrea
Lawrence, Mike
Leos, Raul
Mercado, Pearl
Muñoz, Mary
Murillo, Laura
Novalis, Leslie

14.5 DIVISION OF HUMAN RESOURCES

Nova-Wahler, Aidee
Olvea, Guillermo
Padilla, Roman
Prather, Diane
Robledo, Oscar
Rubio, Israel
Salisbury, Beth
Sierra, Ron
Valenzuela, Aracely
Vela, April
Yannarell, Lorin

o. Amend Extra-Duty, Extra-Pay Assignment

Certificated Teachers ~~(31)~~ (32) – Rivera Middle

Funding Source: Title I Funds

Total Expenditure: \$7,219.80

Eff: 9/28/13 – 5/10/14, not to exceed 180 hours total

Aguilar, David
Baca, Guadalupe
Baltazar, Edward
Barajas, Alice
Barrios, Justin
Cordes, Lisa
Cordova, Sylvya
Covarrubias, Cesar
Flanagan, Sandra
Flores, Margaret
French, David
Gomez, Grace
Gonzalez, Rebecca
Heredia, Claudio
Larios, Andrea
Lawrence, Mike
Leos, Raul
Mercado, Pearl
Muñoz, Mary
Murillo, Laura
Novalis, Leslie
Nova-Wahler, Aidee
Olvea, Guillermo
Padilla, Roman
Prather, Diane
Robledo, Oscar
Rubio, Israel
Salisbury, Beth

14.5 DIVISION OF HUMAN RESOURCES

Sierra, Ron
Valenzuela, Aracely
Vela, April
Yannarell, Lorin

- p. Extra-Duty, Extra-Pay Assignment
Certificated Teachers (3) – El Rancho High
Funding Source: LCFF Funds
Total Expenditure: \$3,248.91
Eff: 11/15/13 – 6/7/14, not to exceed 27 hours each
Elias, Raul
Meza, Ben
Picon, Dominic
- q. Extra-Duty, Extra-Pay Assignment
Certificated Teachers (4) – El Rancho High
Funding Source: LCFF Funds
Total Expenditure: \$4,011.00
Eff: 11/15/13 – 5/31/14, not to exceed 100 hours total
Alonso, Cecilio
Castagna, Jennifer
Diaz, Daniel
Padilla, Christina
- r. Extra-Duty, Extra-Pay Assignment
Certificated Teachers (10) – El Rancho High
Funding Source: LCFF Funds
Total Expenditure: \$12,835.20
Eff: 11/15/13 – 3/29/14, not to exceed 320 hours total
Alonso, Cecilio
Brown, Charlene
Figueroa, Rosemary
Halverson, Peter
Katsumura, Claire
Melendrez, Valorie
Narro, Celia
Rivas, Oscar
Rojo, Gabriela
Zeko, Paul
- s. Amend Extra-Duty, Extra-Pay Assignment
Certificated Teachers (~~16~~) (17) – El Rancho High
Funding Source: Title I Funds
Total Expenditure: ~~\$17,113.69~~ \$17,046.75
Eff: 8/21/13 – 6/5/14, not to exceed 425 hours total
~~Bauer, Sandra~~
Brown, Charlene
Celiz, Michael

14.5 DIVISION OF HUMAN RESOURCES

~~Chapman, Mary~~
Colmenares, Ana
Diaz, Daniel
Figueroa, Rosemary
Flores-Orihuela, Yamileth
Francisco, Joel
Hernandez, Elizabeth
Lam, Dawn
~~Lippstreu, Cynthia~~
Martinez, Irene
Palacios, Desiree
Qureshi, Parvin
Ramirez, Ricardo
Retana, David
Rojo, Gabriela
Rojo, Philipp
Romero, Eduardo

t. Extra-Duty, Extra-Pay Assignment

Certificated Teachers (15) – Various Sites/Educational Services

Funding Source: Centralized LCFF Funds

Justification: The district wanted to be sure to capture the input from this stakeholder group which had to be accomplished before October 30th to meet the timeline for the district technology plan's development.

Total Expenditure: \$601.65

Eff: 10/28/13, not to exceed 1 hour each

Arroyo, Barbara (Durfee Elementary)
Atencio, Leonard (Birney Elementary)
Diaz, Daniel (El Rancho High)
Galarza, Carlos (Salazar High)
Guzman, John (Rio Vista Elementary)
Hidalgo, Veronica (Magee Elementary)
Ibarra, Virginia (South Ranchito Elementary)
Lahr, Sara (North Park Middle)
Lohora, Raul (North Ranchito Elementary)
Mak, Barry (Burke Middle)
Parra, Greg (Rivera Elementary)
Rojo, Philip (El Rancho High)
Román, Miguel (Valencia Elementary)
Schefres, Melba (Early Childhood Education)
Yannarell, Lorin (Rivera Middle)

14.5 DIVISION OF HUMAN RESOURCES

- u. Extra-Duty, Extra-Pay Assignment
Certificated Counselor (1) – El Rancho High/Categorical Programs
Funding Source: Federal Migrant Education Funds
Total Expenditure: \$2,959.49
Eff: 11/15/13 – 6/5/14, not to exceed 65 hours
Peña, Ramon
 - v. Extra-Duty, Extra-Pay Assignment
Certificated Teacher (1) – South Ranchito Elementary/Categorical Programs
Funding Source: Centralized LCFF Funds
Total Expenditure: \$2,005.50
Eff: 11/15/13 – 6/30/14, not to exceed 50 hours
Hernandez, Monica
 - w. Amend Extra-Duty, Extra-Pay Assignment
Certificated Resource Teachers (2) – Categorical Programs
Funding Source: Centralized ~~Title I~~ and ~~Title III~~ EIA/SCE and EIA/LEP Funds
Total Expenditure: \$2,406.60
Eff: 9/13/13 – 6/30/14, not to exceed 30 hours each
Gallegos, Sandra (EIA/SCE Funds)
Pantoja, Alejandra (EIA/LEP Funds)
3. Authorization & Ratification of Request for Extension of Personal Leave of Absence:
- a. Teacher (1) – Magee
Eff: 9/30/13 – 6/6/14
Hampton, Kathleen
4. Authorization & Ratification of Request for Resignation:
- a. Teachers (2)
Eff: 10/22/13
Correa, Gerardo – El Rancho High School
Eff: 6/30/13
Kobzeff, Donna – Durfee Elementary
 - b. Mental Health Counselor (1)
Eff: 11/2/13
Trujillo, Shireen – Student Services
5. Authorization & Ratification of Release of Employment due to Exhaustion of Benefits:
- a. Teacher (1) – Durfee Elementary
Eff: 10/14/13

14.5 DIVISION OF HUMAN RESOURCES

H. Approved *with exceptions* Classified Personnel Register No. 5-2013/2014

1. Authorization of Employment for the 2013-2014 School Year:
 - a. Grounds Equipment Operator (1) – Maintenance & Operations
Funding Source: District General Funds
Total Expenditure: \$4,581.91/mo.
Eff: 11/18/13
Rojas, Michael
 - b. Clerk Typist I (1) – El Rancho Education Center
Funding Source: El Rancho Education Center Funds
Total Expenditure: \$16.60/hr.
Eff: 11/18/13
Berrospe, Alma
 - c. Amend Custodian (1) – Maintenance & Operations
Funding Source: District General Funds
Total Expenditure: ~~\$3,202.04/mo.~~ \$4,229.06/mo.
Eff: 9/30/13
Saucedo, Maria Elena
 - d. Vocational Specialists (3) – El Rancho Education Center
Funding Source: Federal and State Special Education Funds
Total Expenditure: \$2,772.61 - \$3,837.53/mo. (per employee)
Eff: 11/18/13
Cabrera, Candace
Legarreta, Margaret
Sam, Anthony
 - e. Special Education Instructional Aides (4) – Student Services
Funding Source: Federal and State Special Education Funds
Justification: Due to the late resignations of personnel in these positions, aides needed to be hired after the submission of the Human Resources Board item due date.
Eff: 9/25/13
Ceballos, Carmen \$2,450.90/mo.
Cruz, Helen \$2,450.90/mo.
Eff: 10/2/13
Gallegos, Yvonne \$2,086.58/mo.
Eff: 9/12/13 – 9/30/13
Guzman, Lydia \$2,450.90/mo.

14.5 DIVISION OF HUMAN RESOURCES

2. Authorization of Recall of Employment from the 39 month rehire list for the 2013-2014 School Year:
 - a. Special Ed. Int. Aide S.H. (1) – Student Services

Funding Source: Federal and State Special Education Funds
Justification: Per a student's recent Individualized Education Plan (IEP), an aide needs to be hired to provide one-to-one support to a student. The IEP meeting was held after the October board item due date.
Payable at: \$2,661.53/mo.
Eff: 10/9/13
Guzman, Lydia
 - b. Instructional Aide I (1) – Rio Vista

Funding Source: Title I
Justification: Permanent Aide I retired recently, needed replacement to start before the November Board meeting.
Payable at: \$1,412.19/mo.
Eff: 9/30/13
Orona, Ramona
3. Authorization & Ratification of Out-of-Category Assignment:
 - a. Head Custodian II (1) – Maintenance & Operations

Funding Source: District General Funds
Justification: The necessary paperwork was not submitted in time to be approved at the previous Board meeting.
Total Expenditure: \$4,310.82/mo.
Eff: 8/21/13
Cisneros, Jesus
 - b. Warehouse Worker (1) – Purchasing & Warehouse

Funding Source: District General Funds
Justification: The necessary paperwork was not submitted in time to be approved at the previous board meeting.
Total Expenditure: \$4,310.82/mo.
Eff: 10/1/13 – 1/10/14
Castaneda, Juan
 - c. Cook/Baker (1)

Funding Source: Food Services
Justification: The requisition was not received in time for the October 10, 2013 board meeting for approval; therefore ratification is necessary.
Payable at: \$2,401.69/mo.
Eff: 10/1/13
Torres, Angelica – Burke Cafeteria

14.5 DIVISION OF HUMAN RESOURCES

4. Authorization & Ratification for Short-Term & Temporary Employment for the 2013-2014

School Year:

a. Short-Term Special Ed. Inst. Aides /S.H. (5) – Student Services

Funding Source: Federal and State Special Education Funds

Justification: Assistance was needed promptly in the Adult Transition Program, therefore, ratification is necessary.

Eff: 9/12/13 – 9/24/13

Ceballos, Carmen \$21.13/hr.

Eff: 8/23/13 – 9/20/13

Cerda, Rosa \$21.13/hr.

Eff: 9/30/13 – 10/1/13

Gallegos, Yvonne \$21.13/hr.

Eff: 8/23/13 – 9/11/13

Eff: 10/1/13 – 10/8/13

Guzman, Lydia \$22.34/hr.

Eff: 10/15/13 – 6/5/14

Moreno, Leticia \$22.34/hr.

Eff: 8/23/13 – 6/5/14

Vazquez, Maria \$21.14/hr.

b. Temporary Special Ed. Instructional Aides (2) – Student Services

Funding Source: Federal and State Special Education Funds

Justification: Assistance was needed promptly in the Adult Transition Program, therefore, ratification is necessary.

Eff: 8/21/13 – 9/24/13

Cruz, Helen \$20.57/hr.

Eff: 9/25/13 – 12/13/13

Lornn, Kakla \$20.57/hr.

c. Temporary Instructional Aide I (1) – Rio Vista

Funding Source: Title I

Justification: Assistance was needed promptly in the Kindergarten classes.

Payable at: \$21.72/hr.

Eff: 9/30/13 – 6/5/14

Duffey, Rosalva

d. Temporary Instructional Aide I (1) - Valencia

Funding Source: District General Funds

Justification: Assistance was needed promptly in the Kindergarten classes.

Payable at: \$21.72/hr.

Eff: 9/30/13 – 6/5/14

Gonzales, Maylene

14.5 DIVISION OF HUMAN RESOURCES

5. Authorization & Ratification of Substitute Employment:
 - a. Custodian Substitute (1) – Maintenance & Operations

Funding Source: District General Funds
Justification: Ratification is necessary due to a shortage of custodial substitutes in the Sub Pool for the maintenance department.
Total Expenditure: \$18.47/hr.
Eff: 10/23/13 – 6/30/14
Rios, Ernie
 - b. Clerical Substitute (1) – Human Resources

Funding Source: District General Funds
Justification: Ratification is necessary due to a shortage of clerical substitutes used district wide.
Total Expenditure: \$16.60/hr.
Eff: 10/11/13 – 6/30/14
Diaz, Jazmin M.
 - c. Para-Educator Healthcare II/LVN Substitute (1) – Student Services

Funding Source: District General Funds
Justification: In order to provide IEP mandated support to students, the substitute employee needed to start as soon as possible. The assigned employee went out on maternity leave sooner than expected.
Payable at: \$21.72/hr.
Eff: 10/30/13 – 6/5/14
Padilla, Michele
 - d. Special Education Instructional Aide Substitute: (1) – Student Services

Funding Source: Federal and State Special Education Funds
Justification: Ratification is necessary because the employee resigned from his previous position; but is available to work a few days a week while attending school.
Payable at: \$17.50/hr.
Eff: 10/11/13 – 6/5/14
Moreno, Jeffrey E.
 - e. Bus Rider (1) – Student Services

Funding Source: Federal and State Special Education Funds
Justification: Ratification is necessary because the employee resigned from his previous position, but is available to work a few days a week while attending school prior to the November board due date.
Payable at: \$17.50/hr.
Eff: 10/18/13 – 6/5/14
Moreno, Jeffrey E.

14.5 DIVISION OF HUMAN RESOURCES

6. Authorization for Permanent Increase in Hours:
 - a. Custodian: (1) – State Preschool
Funding Source: State Preschool
Payable at: \$1,688.92/mo.
Eff: 11/15/13
Calvillo, Dale (3.0 hrs. to 4.0 hrs.)

7. Authorization and Ratification of Unclassified Employment:
 - a. A.S.B. Worker (1) – El Rancho High
Funding Source: El Rancho A.S.B. Funds
Justification: Paperwork to hire ASB Worker was submitted after the October Board meeting.
Payable at: \$12.56/hr.
Eff: 10/18/13 – 6/5/14
Jimenez, Stephanie
 - b. A.S.B. Worker (1) – El Rancho High
Funding Source: El Rancho A.S.B. Funds
Payable at: \$12.56/hr.
Eff: 11/18/13 – 6/5/14
Dominguez, Christine
 - c. Noon Supervisor (1) – El Rancho High
Funding Source: LCFE Funds
Justification: Ratification is necessary to avoid further delay in the processing of the employee.
Payable at: \$10.70/hr.
Eff: 8/21/13 – 6/5/14
Dominguez, Carlos
 - d. Instructional Aide Trainee (1) – Rio Vista
Funding Source: Title I
Justification: Replacing Instructional Aide Trainee who moved to another position in the District.
Payable at: \$12.72/hr.
Eff: 10/28/13 – 6/5/14
Gallegos, Veronica
 - e. Safe School and Violence Prevention Officer (1) – El Rancho Education Center
Funding Source: El Rancho Education Center Funds
Justification: It was imperative that we started employee prior to November board to ensure campus safety.
Payable at: \$16.63/hr.
Eff: 10/31/13 – 6/5/14
Sanchez, Ashley

14.5 DIVISION OF HUMAN RESOURCES

- f. Safe School and Violence Prevention Officer (1) – El Rancho High
Funding Source: District General Funds
Justification: Ratification is necessary to ensure campus safety.
Payable at: \$16.63/hr.
Eff: 10/22/13 – 6/5/14
Lopez, Melanie
- g. College Tutor (1) – Durfee
Funding: District General Funds
Justification: Requisition was submitted to Human Resources after October board deadline.
Payable at: \$16.63/hr.
Eff: 9/10/13 – 6/5/14
Lopez, Cecilia
- h. College Tutor (1) – El Rancho High
Funding Source: LCFE Funds
Justification: Currently at El Rancho High School we do not have the computer lab open before or after school for our students. Last year the PREP Program financed our computer lab tutors and we no longer have PREP on our school site. In order to provide students access to tutoring and the computer lab before and after school we would like to start the college tutor as soon as possible.
Payable at: \$16.63/hr.
Eff: 10/28/13 – 6/5/14
Ramos, Evelyn
- i. College Tutor (1) – Rio Vista
Funding Source: Title I
Justification: Clearance was needed prior to board approval.
Payable at: \$16.63/hr.
Eff: 10/15/13 – 6/5/14
De Leon, Brianna Jaleen
- j. College Tutor (2) – Rivera Elementary
Funding Source: Title I
Justification: It was necessary to start our College Tutors prior to board approval, therefore, ratification is necessary.
Payable at: \$16.63/hr.
Eff: 10/16/13 – 6/5/14
Gallegos, Dana
Lopez, Crystal

14.5 DIVISION OF HUMAN RESOURCES

- k. College Tutor (1) – Valencia
Funding Source: District General Funds
Justification: Implementation of instructional support needed as soon as can be accommodated due to large class size and grade 5 student intervention needs in English Language Arts, Mathematics and Science.
Payable at: \$16.63/hr.
Eff: 10/25/13 – 6/5/14
Anelli, Deanna
 - l. District Security (1) – Business Services
Funding Source: District General Funds
Payable at: \$43.95/for every 4 hours worked
Eff: 11/15/13 – 6/5/14
Becerra, Jaime
 - m. Boys Cross Country Varsity Coach (1) - El Rancho High
Funding Source: A.S.B. Cross Country Funds
Justification: Clearance was needed prior to board approval. Clearance was received after October board deadline.
Payable at: \$753.42 per coach
Eff: 8/9/13 – 9/1/13
Guevara, Luis
 - n. Boys Cross Country Varsity Coach (1) – El Rancho High
Funding Source: A.S.B. Cross Country Funds
Justification: Clearance was needed prior to board approval. Clearance was received after October board deadline.
Payable at: \$1,255.70 per coach
Eff: 9/9/13 – 11/22/13
Guevara, Luis
 - o. ~~**PULLED** Boys Basketball Varsity Assistant Coach (1) – El Rancho High~~
~~Funding Source: A.S.B. Funds~~
~~Payable at: \$1,255.70 per coach~~
~~Eff: 11/15/13 – 2/28/14~~
Sanchez, Freddy
8. Authorization & Ratification of Request for Intermittent Leave of Absence under the Family Medical Leave Act (FMLA):
- a. Special Ed. Instructional Aide (1) – El Rancho High
Eff: 11/4/13 – 6/5/14
Reynoso, Elizabeth

14.5 DIVISION OF HUMAN RESOURCES

- 9. Authorization of Request for Early Retirement:
 - a. Grounds Worker (1) – Maintenance & Operations
Eff: 12/31/13
Beltran, Arthur

- 10. Authorization of Request for Retirement:
 - a. ASB Bookkeeper (1) – Fiscal Services
Eff: 12/31/13
Garcia, Linda M.

15. CONSENT AGENDA VOTE

Motion: Renteria Second: Canchola Vote: 5-0 PASSED *with exceptions*

Exceptions:

- Item 14.1 C Amended*
- Item 14.2 E Withdrawn for discussion and action*
- Item 14.4 G Pulled*
- Item 14.5 H.7.o Pulled*

16. NEW BUSINESS – ACTION ITEMS

16.1 SUPERINTENDENT’S OFFICE

- A. ~~PULLED Approve El Rancho Unified School District’s nomination of _____ to serve as a CSBA Delegate Assembly Member for Region 24 (Southwest Crescent Los Angeles County) for a two-year term effective April 1, 2014 through March 31, 2016.~~

16.2 DIVISION OF STUDENT SERVICES

- A. **Item 14.2 E**
Approved/Ratified Individual Service Tuition Agreements between El Rancho Unified School District and *Spectrum Center Inc.* El Rancho Unified School District students are to attend this school from August 28, 2013 to June 30, 2014 in accordance with Public Law 108-446 IDEA; Education Code Sections 56035, 56365-56366 and 56740. Total expenditure not to exceed \$72,000.00 is payable through the Federal and State Special Education Funds.

Motion: Renteria Second: Canchola Vote: 5-0 PASSED

16.3 DIVISION OF EDUCATIONAL SERVICES

None

16.4 DIVISION OF BUSINESS SERVICES

A. Approved selection of *High Performance Learning Environments* to provide Facilities Master Plan consulting services.

Motion: Canchola Second: Alvidrez Roll Call Vote: 5-0 PASSED
Alvidrez - yes
Canchola - yes
Ramirez - yes
Renteria - yes
Rivera – yes

16.5 DIVISION OF HUMAN RESOURCES

None

17. ADJOURNMENT – 10:10 p.m.

The meeting was adjourned in memory of Joe Gatto.

Motion: Renteria Second: Alvidrez Vote: 5-0 PASSED